

Sometimes, all you need is a push in the right direction.

HOW CAN I GET MY

WORKPLACE TO

STOCK MENSTRUAL

PRODUCTS?



FREE THE TAMPONS

01

ASKING

Who can I talk to about offering free menstrual products at my workplace?

Start with your Human Resources(HR) department. Every organization has a different HR structure, so find someone who manages internal services. HR would also know **who else to bring into the conversation** to coordinate each aspect of stocking menstrual products. Other parties typically involved in the decision include **facilities, operations, and finance.**

What should I say when talking to Human Resources?

ALWAYS use data. Though offering menstrual products is the right thing to do, it is important to show that **stocking menstrual products is a great investment** for the organization.



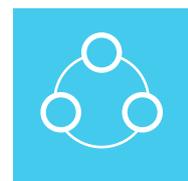
Reduces lost work hours

86% of women have started their period unexpectedly in public. Of those women, **62%** reported going to a store immediately to buy menstrual products at least once. **34%** reported going home at least in one instance when getting their period unexpectedly.



Increases productivity

Often, existing menstrual product dispensers in restrooms are outdated, not functioning, and have a high administrative cost. Additionally, few people carry loose coins necessary to buy products from an obsolete machine. **A sustainable restroom solution reduces uncertainty** and allows employees to return to their work.



Creates more inclusive workplace

Stocking menstrual products can **improve employee morale** and show that an organization cares about its employees' well-being. It can also help **improve ratings** on "Best workplaces for women" and other workplace ranking lists.

02

BUDGETING

How much do we need to budget for?

Stocking menstrual products will cost roughly **\$5-\$7 per menstruating employee per year**. That's probably less than the coffee budget! It is also important to factor in the one-time cost of dispensing the product. Wall-mounted boxes cost \$10-\$20 per restroom while dispensers cost \$200-\$400 per restroom. Some organizations, like Aunt Flow, will include display boxes at no additional cost. If your business serves the general public, like a restaurant or bank, then the total cost will also depend on the amount of traffic and industry type.

Where can we get funding?

- HR Benefits Program
- Facilities (the same budget that funds toilet paper)
- Facility green initiatives (for eco-friendly products)
- Affiliated women's leadership groups
- Diversity and Inclusion Program

Will people take more products than they need?

As is typical with freely-accessible amenities, there may be a large influx of usage in the first three months of a program. After this period, users tend to see that the products are a constant and will only take what they need. It's important to **normalize offering menstrual products for free** in public restrooms, just like toilet paper is offered for free.

03

ORGANIZING LOGISTICS

Who is in charge of stocking the restrooms?

The general rule is that “**tampons follow the toilet paper.**” If toilet paper is being restocked by facilities or a maintenance company once a week, the tampons will be restocked once a week by that same group.

Should we use a dispenser or a box?

Wall-mounted dispensers create a sustainable restroom solution and can be efficiently restocked with more products than a box that sits on the counter or a shelf. For smaller businesses with fewer employees and customers, boxes are typically fine. Boxes also present a lower upfront financial investment compared to a wall-mounted dispenser.

Where can we source the products?

Aunt Flow: Aunt Flow is a female-founded enterprise that stocks businesses and universities with their 100% organic cotton menstrual products. Aunt Flow offers applicator tampons, pads, and a branded wall-mounted dispenser. When purchasing products from Aunt Flow, display boxes are offered for free.

Hospeco: Hospeco is one of the first companies to create a wall-mounted dispenser for freely-accessible menstrual products. Hospeco offers various dispensers ranging from \$250-\$400 per machine.

04

SHARING SUCCESS

When you have successfully gotten your workplace to provide menstrual products, don't forget to share your success to inspire others to take action! #FREETHETAMPONS

Where can I get in touch if I still have questions?

Feel free to reach out to the Free the Tampons Foundation using the following channels. We would love to hear your story and what you are doing to advance restroom equality!



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